

Central Wisconsin Community Action Council, Inc.

EPF&A Committee Meeting Minutes

November 13, 2015

Present: Dave Singer, Muriel Harper, Charlie Krupa, Donna Maly, and John Earl

Excused Absence: None

Staff: Fred Hebert, Kari Labansky and Donna Lynch

Guests: John Atkinson and Joy Casperson

1. John Earl called the meeting to order and roll call was taken with five members present.
2. Motion passed by unanimous vote approving the agenda and minutes of the October 9, 2015 EPF&A Committee Meeting.
3. The Committee went into Closed Session by unanimous roll call vote. Motion approved by roll call vote to resume in Open Session.
4. Kari presented the Statement of Revenues & Expenditures for period ending September 30, 2015. Total revenues reflected \$4,696,382.62 and expenditures reflected \$4,830,723.42. Unrestricted funding has increased dramatically since this time in 2014 due to discontinuation of programs without enough funding to run and revenues increasing in other programs. Motion passed by unanimous vote accepting the Finance Report as presented with thanks to Kari.
5. Committee members reviewed our Risk Management Plan. Two board risks identified were unintentionally providing misinformation to communities and failure to seek information or ask questions.
6. Committee members discussed changes to the Board Member job description. After discussion, motion passed by unanimous vote to table until the next meeting allowing more time for review and comparison to the by-laws.
7. No update with the City of Portage on resolution of an issue regarding work done on a house through the Community Development Block Grant program.
8. The 2014 Annual Report was reviewed and will be distributed to each of our counties.
9. Stepping Stones has proposed management of a ten unit, two-story building in Wisconsin Dells which we are still considering.
10. Upcoming events include: Turkey Raffle - November 14th at 7:00 pm at Country Keg; Holiday Train - December 5th at 1:30 pm at the Amtrak train depot; Agency fundraiser - December 7th at 5:00 pm at Culvers in Wisconsin Dells.
11. With the resignation of our Homeless Unit Manager, Susan Tucker, we are exploring options for moving forward. There was discussion of combining our Beaver Dam food pantry with St. Vincent's.
12. Meeting Adjourned – Next Meeting – December 11, 2015